

SUSTAINABLE GROWTH SCRUTINY COMMITTEE

MONDAY 21 SEPTEMBER 2009

7.00 PM

Bourges/Viersen Room – Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. Minutes of the Meeting held on 20 July 2009

1 - 4

4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of three working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of a scrutiny committee or scrutiny commission. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant scrutiny committee or Scrutiny Commission for Health Issues..

5. Response to Recommendations Made by the Committee

5 - 8

6. Peterborough City Services

9 - 22

7. Growth Area Funding

23 - 28

8. Contracts Process

29 - 34

9. Forward Plan of Key Decisions

35 - 50

10. Work Programme

51 - 54

11. Date of Next Meeting

Monday 16 November 2009



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Louise Tyers on 01733 452284 as soon as possible.

Emergency Evacuation Procedure – Outside Normal Office Hours

In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.

Committee Members:

Councillors: M Fletcher (Chairman), S Allen (Vice-Chairman), M Burton, D Day, S Day, S Lane and J Peach

Substitutes: Councillors: B Saltmarsh and P Winslade

Further information about this meeting can be obtained from Louise Tyers on telephone 01733 452284 or by email – louise.tyers@peterborough.gov.uk

**MINUTES OF A MEETING OF THE SUSTAINABLE GROWTH SCRUTINY COMMITTEE
HELD ON 20 JULY 2009 IN THE BOURGES AND VIERSEN ROOMS, TOWN HALL**

Present: Councillors M Fletcher (Chairman), S Allen (Vice-Chairman), M Burton, D Day, S Day, S Lane and J Peach

Officers Present: Ben Ticehurst - Deputy Chief Executive
Andrew Edwards - Head of Strategic Property
Ruth Lea – Lawyer
Louise Tyers – Scrutiny Manager

1. Apologies for Absence

There were no apologies for absence.

2. Declarations of Interest and Whipping Declarations

No declarations of interest or whipping declarations were made.

3. Minutes

3.1 Business Efficiency Scrutiny Panel held on 9 April 2009

The minutes of the meeting of the Business Efficiency Scrutiny Panel held on 9 April 2009 were approved as a correct record.

4. Call In of any Cabinet, Cabinet member of Key Officer Decisions

There were no requests for call-in to consider.

5. Disposal of Land and Assets

The Head of Strategic Property presented a report on the process and policy adopted for the disposal of land and assets.

Peterborough City Council was a major landowner in the Peterborough area and in total the Council owned in excess of 2000 assets with a current use value of £380m (FY08/09 values). These assets were used to support the Council in the delivery of its objectives. Asset use was kept under review and those that were surplus were disposed of in accordance with the process set out in the Corporate Asset Management Plan 2009-14.

A key to determining the future approach to disposing of an asset would be the holding costs and the period before the site was transferred out of Council ownership. Larger 'Open' sites such as 'The Grange' were high value sites that would generate substantial capital receipts if the disposal was managed correctly. 'Self-Build' or single plots had been considered in the past, however the evidence in the market was showing that there was not the demand to justify disposal as single plots of a large site like 'The Grange'. In addition the Council would need to fund the infrastructure, market and manage those sites and there would be a lack of certainty in Capital receipts. However 'Self-build' could be an option when the necessary infrastructure was already in place.

Properties were identified as surplus by a number of routes including by the service department. Surplus properties were then examined as to possible future uses and if none could be identified the asset was transferred to Property Services for an options study to be undertaken. An independent consultant valued the site and if appropriate outline planning permission may be sought. A decision would then be needed on how to dispose of the site and a number of options would be considered, for example market, auction, mail drops or direct contact with developers. Any bids would be technically evaluated to ensure that they met the requirements of planning and other issues and then negotiations would begin with the developer.

Observations and questions were raised around the following areas:

- It was pleasing that disposing of land as self build plots would be considered where appropriate as there was a need for it in Peterborough. The officer confirmed that there were some self build plots in Peterborough, especially in Hampton but other plots could be looked at in the future.
- Despite the current economic conditions the disposal programme was still going ahead. The Capital Programme was partly funded by capital receipts and Property Services were continuing to work with colleagues in Planning Services to identify possible sites for disposal.
- Ward members should be consulted on contentious issues when assets are disposed of in their areas.
- Due to the current economic conditions support was needed for those tenants who were having difficulty in maintaining their commitments. The officer confirmed that staff within Property Services worked with existing tenants when they got into difficulties such as being able to vary rental levels and offering rent free periods and step rents. Short term leases were available and it was important to be flexible especially within the current market conditions. When a business went into Administration staff now liaised with the appointed Administrator to try and dispose of the lease directly to another tenant rather than take it back and the financial implications that would involve for the Council such as rates.
- An independent consultant was appointed to provide a valuation to ensure that there could be no accusations of Property Services under or over valuing an asset. Historical data was used to estimate what a valuation should be and staff would challenge if they thought that there was an issue with the valuation received.
- Valuations are received early in the process as it helps to give a steer on how to market the property and also when setting the reserve value at auction. It was more cost effective to buy in this service when needed rather than employ someone in-house. Comparative valuations are sometimes obtained as they are useful when modelling possible options for disposal however valuations of property fluctuate widely.
- How was it decided whether a business was suitable for a property? The proposal was looked at to see what they wished to do and whether it was suitable for the area.

RECOMMENDATIONS

That it be recommended to the Cabinet Member for Resources and the Lead Officer:

- (a) that the approach being adopted by the Council regarding the implementation of a proactive asset disposal programme in meeting the Council's strategic objectives be supported;
- (b) that comparative valuations be obtained for land disposals periodically to provide assurance that the valuations of the Council's professional officers and the Independent Valuer always offer best value to the Council in the context of the prevailing economic and market conditions; and

- (c) that confirmation be given that the current protocol for Member engagement is adopted consistently whereby Ward Councillors are notified of all land disposals that are proposed within their respective wards.

6. Reconstitution of Scrutiny Groups

In November 2008 and April 2009 the Scrutiny Committee agreed to the establishment of the Local Development Framework Scrutiny Group and the Planning Performance Agreement Charter Scrutiny Group. Following the introduction of a new scrutiny structure at Annual Council these groups now needed to be reconstituted to report to the Sustainable Growth Scrutiny Committee.

ACTION AGREED

That the Local Development Framework Scrutiny Group and the Planning Performance Agreement Charter Scrutiny Group be reconstituted and that they report to the Sustainable Growth Scrutiny Committee.

7. Forward Plan of Key Decisions

The latest version of the Forward Plan, showing details of the Key decisions that the Leader of the Council believed the Cabinet or individual Cabinet Members would be making over the next four months, was received.

A decision on the ICT Managed Service was due to be taken shortly so the Committee would not be able to have an input at this time. A report on the project including the lessons learnt, what went well and what did not work well could be considered by the Committee in the future to help improve future projects such as this.

ACTION AGREED

To consider a report on the lessons learnt on the ICT Managed Service project at a future meeting.

8. Work Programme

We considered the work programme for 2009/10.

A report on the City Services ALMO will be considered at our meeting in November, with an initial briefing paper in September.

A report on how the Council procures contracts will also be considered in September.

ACTION AGREED

To confirm the work programme 2009/10.

9. Date of Next Meeting

Monday 14 September 2009 at 7pm

CHAIRMAN
7.00 - 7.55 pm

This page is intentionally left blank

SUSTAINABLE GROWTH SCRUTINY COMMITTEE	Agenda Item No. 5
21 SEPTEMBER 2009	Public Report

Report of the Solicitor to the Council

Report Author – Louise Tyers, Scrutiny Manager

Contact Details – (01733) 452284 or email louise.tyers@peterborough.gov.uk

RESPONSE TO RECOMMENDATIONS MADE BY THE COMMITTEE

1. PURPOSE

- 1.1 The purpose of this report is to inform the Committee of the responses to recommendations made at previous meetings.

2. RECOMMENDATIONS

- 2.1 That the Committee consider the responses to the recommendations made and agree how the implementation of the recommendations will be monitored.

3. BACKGROUND

- 3.1 During the Committee's meeting on 20 July 2009, a number of recommendations were made following consideration of a report on disposal of assets.

- 3.2 The recommendations were subsequently submitted to the Cabinet Member for Resources and the Executive Director for Strategic Resources with a request that responses were received by the 18 August 2009.

- 3.3 A copy of the recommendations made and the responses are attached at Appendix 1.

4. KEY ISSUES

- 4.1 The Committee is asked to consider the responses and agree if, and how, the implementation of the recommendations will be monitored.

5. IMPLICATIONS

- 5.1 Any implications are contained within the individual responses to the recommendations.

6. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

Minutes of the meeting of the Sustainable Growth Scrutiny Committee held on 20 July 2009

7. APPENDICES

Appendix 1 – Recommendations and Responses Received.

This page is intentionally left blank

RECOMMENDATIONS FROM THE MEETING OF THE STRATEGIC GROWTH SCRUTINY COMMITTEE HELD ON 20 JULY 2009

Recommendations to the Cabinet Member of Environment Capital & Culture and Executive Director of Strategic Resources

Item	Recommendations	Response to Recommendations
Disposal of Land and Assets	<p>That it be recommended to the Cabinet Member for Resources and the Lead Officer:</p> <p>(a) that the approach being adopted by the Council regarding the implementation of a proactive asset disposal programme in meeting the Council's strategic objectives be supported;</p> <p>(b) that comparative valuations be obtained for land disposals periodically to provide assurance that the valuations of the Council's professional officers and the Independent Valuer always offer best value to the Council in the context of the prevailing economic and market conditions; and</p> <p>(c) that confirmation be given that the current protocol for Member engagement is adopted consistently whereby Ward Councillors are notified of all land disposals that are proposed within their respective wards.</p>	<p>Noted – The approach currently in place will be further refined as part of the part of the asset management plan that will be prepared to cover the period FY10/11 to FY13/14</p> <p>Noted – The most accurate measure of a valuation is the price paid on disposal. Part of the valuation process does already involve considering values of similar sites at similar locations across the area taking into account market conditions. However a process of formal valuation and key stages will be introduced within the asset management plan.</p> <p>Noted – from now Ward Members will be notified of proposed disposals within their Wards.</p>

7

This page is intentionally left blank

SUSTAINABLE GROWTH SCRUTINY COMMITTEE	Agenda Item No. 6
21 SEPTEMBER 2009	Public Report

Report of the Commercial Services Director

Report Author – Mike Heath, Commercial Services Director
Contact Details - (01733) 425301 or mike.heath@peterborough.gov.uk

PETERBOROUGH CITY SERVICES (PCS)

1. PURPOSE

- 1.1 To provide a briefing for Members on the progress in respect of Lot 3: PCS Operational Services.

2. RECOMMENDATIONS

- 2.1 To consider and comment on the progress made in respect of PCS Operational Services.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 3.1 Many of the services provided by PCS are measured under the CAA and LAA.

4. BACKGROUND

- 4.1 Peterborough City Services (PCS) as an entity has become increasingly vulnerable to elements of competition on parts of its service portfolio as a result of increasing costs from job evaluation and budgetary pressures on the Council which make it more difficult to sustain loss making activities. Whilst it is relatively simple for PCS to stop undertaking certain functions, the consequences might reduce the viability of PCS, and over the long term this could raise questions over the department as a whole.
- 4.2 The services provided by PCS are, for the most part, operating at the high quartile levels or have an upward performance trajectory and, over the years, have provided the Council with a support from its overall surpluses which has been returned to the General Fund.
- 4.3 In order to ensure that PCS maintains its competitive edge and continues to provide good value to the Council, a review of the options for the service was undertaken in 2008. The review concluded that the best way forward for PCS was to operate at arms length from the Council with the potential for the Council to maintain some type of involvement or interest in the business. The initial thinking at that time was that the appropriate mechanism would be the creation of a framework similar to that created for some housing and other services in other Local Authorities - an Arms Length Management Organisation (ALMO). However, with the impact of the credit crunch and the management team's recognition of its own areas that needed strengthening, a Joint Venture with a private sector organisation or some other collaborative or partnership style of working or special purpose vehicle may be the most appropriate way forward.
- 4.4 Many of the services provided by PCS have synergies and links with the Council's waste disposal arrangements and environment capital ambitions. The view was taken, therefore, that in testing the market place for the Council's future waste arrangements that we could also gauge interest in the PCS operations into the procurement process. The Council held an Industry Open Day earlier this year to invite the private sector to offer views on how

they felt they could work to help develop and deliver the services that PCS performs. Accordingly the Council invited interested parties to register their interest, following a notice in the Official Journal of the European Union (OJEU notice), in entering into a competitive dialogue to look at collaborative, partnership or other styles of working with the Council to provide these services. In addition, a parallel procurement exercise is underway for an anaerobic digestion facility to deal with food waste, which will be collected by PCS through its waste collection service.

- 4.5 We are currently in the process of assessing the Pre Qualification Questionnaires (PQQs) submitted by interested parties with a view to drawing up a shortlist of potential companies with whom we can enter into a competitive dialogue process. In the case of Lot 3, PCS operational services, we are looking to invite six companies to be taken through to the next stage – this will be made up of three companies who are interested in a mix of all the Lots and three who are interested in Lot 3 only. The process has been structured in this way to enable the Council to compare individual bids against combined bids with a view to getting best value out of the procurement exercise for the Council.
- 4.6 A decision on the shortlist, which will be made by the Deputy Leader and Cabinet Member for Environment Capital and Culture, is likely to be taken in October 2009 and this will determine which companies will go forward to the competitive dialogue stage. At that point, those companies will be asked to submit outline proposals to the Council. The Council will then review these proposals in order to develop the scope and associated requirements which will need to be worked into the detailed proposals submitted by potential partners. Potential partners will then use this process to explain in detail how they will work with the Council to satisfy all of its requirements. There will then be a further reduction in the shortlist as it becomes apparent which organisations are best suited and committed to working towards the Council's aims and objectives. This will result in the development of a partnership based around clear outcomes for services, a range of expectations and targets, and an appropriate financial package. In many ways this reflects the process that has been followed for the migration of the Council's ICT managed services to SERCO.
- 4.7 At this time there is no fixed date for the transfer of PCS operational services because of the implications in respect of the broader Lots but all these issues will be discussed with the prospective partners during the competitive dialogue. However, it is unlikely that a transfer of the business and its employees could be achieved, taking into account consultation with employees, their trade unions and stakeholders, earlier than Autumn 2010.
- 4.8 As Members of this Scrutiny Committee will be aware, the Deputy Leader and Cabinet Member for Environment Capital and Culture held an informal briefing on 8 September 2009 for Members of the Environment Capital, Sustainable Growth and Strong & Supportive Communities Scrutiny Committees and the Waste and Recycling Task and Finish Group. The slides for this briefing are attached to this report as Annex A. As the Deputy Leader indicated in his 8 September briefing, he is intending to keep Scrutiny Members briefed and informed as the procurement progresses. His next briefing is scheduled to take place on 29 September 2009.
- 4.9 The Cabinet at its meeting on 12 October 2009 will be considering the principles for taking forward Lot 3. Other executive decisions will be made at the appropriate times during the course of the procurement process.
- 4.10 Finally, the Council and PCS management realise the implications for PCS employees and it is regularly keeping its employees and their trade unions informed. This is, of course, quite apart from the formal consultations that will be undertaken in respect of the TUPE and pensions process.

4.11 It is clear that the Council is looking for a win-win outcome and careful consideration will be given at each stage of the process to ensure that the project delivers the right solution for the Council.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

6. APPENDICES

Annex A: Presentation Slides used at the Informal Briefing held on 8 September 2009.

This page is intentionally left blank



Cllr Matthew Lee
Deputy Leader of the Council and
Cabinet Member for Environment
Capital and Culture



2

What are our Objectives?

- Environment City to Environment Capital
- Delivering our Sustainable Community Strategy
- Meeting our targets, exceeding expectations
- Making 65% Plus a national exemplar
- Exploring alternative ways of delivering services to improve quality at lower cost





What are the next steps?

- Continuance of delivery of the 65% Plus Plan
- Decisions to be made to shortlist suitable bidders
- Cabinet decision to endorse 'taking forward' principles for Peterborough City Services
- Preparation for post short listing procurement stage
- Key specialist advisors being selected to ensure best value
- Briefing to Scrutiny 08 and 29 September 2009



Paul Tonks
Head of Business Transformation
Procurement Approach

Aims of the Procurement Process

- To support and improve service delivery
- To achieve cost security
- To underpin broader Council objectives e.g. Environment Capital and Growth Agenda
- To ensure compliance with statutory obligations e.g. refuse collection
- To enhance our Comprehensive Area Assessment performance

Decisions made to date

Council resolution on 28 February 2007 approved

- The integrated solution for waste management
- The commitment to recycling in excess of 65%
- The continuation of the promotion of waste minimisation, reuse and recycling
- The improvement of existing, and provision of new, facilities to meet these aims, including an energy resource recovery facility at Fengate



Delivering the Programme

- Good bidder response to the OJEU notices
- Competitive Dialogue allows Council and bidders to explore best options for the programme for integrated tender for Lots 1, 2 and 3
- Outline and detailed submission phases allow Council to sense check procurement options
- AD being procured by Restricted Procedure as less complex
- Gateway reviews at critical phases of the procurement to ensure that Council aims and objectives are being met



Richard Pearn
Waste 2020 Programme Manager
Bob Wilson
Consultant Programme Manager

Where are we now?

- Landfilling waste is no longer environmentally sustainable as rotting rubbish produces methane
- Statutory landfill reduction targets will be enforced
- Government's landfill tax 'escalator' increases landfill tax
- Dogsthorpe landfill site planning permission expires 2013
- Planning permission granted for the new MRF in April 2009
- EfW Environmental Permit and Planning applied for in 2009

Where do we take Peterborough City Services?

- Peterborough City Services' ability to trade and expand is currently constrained
- Budget limitations are putting pressure on Peterborough City Services service delivery
- Potential generation of income streams/cost savings giving long term financial benefits for the Council and reducing Council risk



11

Where do we want to be?

- Recycling more and recycling smarter
- Using an environmentally sustainable alternative to landfill for residual waste
- Self-sufficient regarding waste management
- UK Environment Capital status
- Peterborough City Services operating as a more commercially focused unit



12

How do we realise the entire programme?

- Education to minimise waste production
- Householders' Recycling Centre in south of city
- Replace or refurbish Dogsthorpe Householders' Recycling Centre
- New, larger Materials Recycling Facility in Fengate
- Improved Electrical Appliance Recycling Programme

How do we realise the entire programme?

- Collection of household food waste for processing with anaerobic digestion to generate power, heat & compost
- Using non-recycled residual waste as fuel for energy recovery
- Peterborough City Services working with a partner, providing long term stability and growth opportunities

Update on procurement work to date

- OJEU notices issued for AD Lots 1-3 procurement - April/May 2009
- Industry Open day & informal 1-2-1 sessions -May 2009
- Mace assignment commenced - July 2009
- Evaluation and shortlisting report to be finalised on AD - September 2009
- Evaluation and shortlisting recommendations to be finalised for CM decision – October 2009

Procurement process going forward

- Project programme identifies key steps and decisions that need to be made before and for the next stage(s) of procurement
- Entec is carrying out a technology Options Appraisal to validate robustness of the Council's procurement
- Preparation of tender documents for the AD in progress
- Planning application on EFW earmarked for Planning Committee – October 2009

Decisions to be taken & next steps

- Determine more precise scope for Peterborough City Services' Operational Services procurement
- Following approval of the short list for the AD procurement, finalise and issue tender invites
- Following approval of the short list for Lots 1 – 3, prepare and issue Invitation to Submit Outline Solutions as commencement of Competitive Dialogue process

Peterborough – Residual Waste Cashflow Forecast

Assumptions:

- 1) Waste growth in line with population growth from c.170k to c.225k
- 2) Landfill tax in line with legislation and then reduced to £2 per tonne increments.
- 3) Lats: ability to purchase at reduced levels and then removed from 2021/22.
- 4) Landfill gate fee increasing to £30 per tonne from 2013/14.
- 5) Operational contract duration = 25 years from 2015/16.
- 6) Annuity Based repayments of PB at 4% repaid over life of contract.
- 7) No ROCS on power generation.
- 8) NPV discount rate of 3.5%.



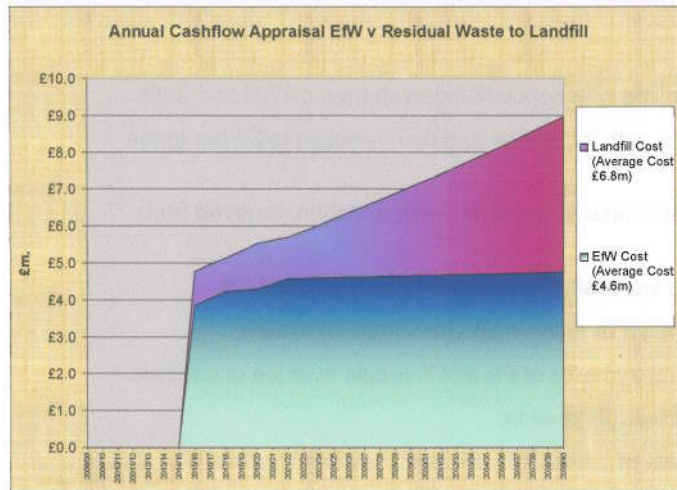
Peterborough – Residual Waste Cashflow Forecast (Cumulative)



The forecast net cost for the “do nothing” approach over the life of the facility would be £55.6m. under these assumptions.



Peterborough – Residual Waste Cashflow Forecast (Annual cost)



The repayment of Prudential Borrowing is assumed to be on an equal annual repayment basis over the life of the facility.



SUSTAINABLE GROWTH SCRUTINY COMMITTEE	Agenda Item No. 7
21 SEPTEMBER 2009	Public Report

Report of the Deputy Chief Executive

**Report Authors – Shahin Ismail – Head of Delivery / Howard Bright – Strategic Improvement
Board Manager**

Contact Details - (01733) 452484 / 452619

GROWTH AREA FUNDING

1. PURPOSE

- 1.1 To provide an overview of the current position of the Growth Area Funding programme, and the intended direction and expenditure until it ends in March 2011.

2. RECOMMENDATIONS

- 2.1 That the Committee considers and comments on the current position of the Growth Area Funding Programme and makes any recommendations it feels is appropriate.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 3.1 This report comments on the position of the Growth Area Funding programme. The programme is delivering a variety of schemes, some of which are important enablers for the city's wider growth ambitions as laid out in the Sustainable Community Strategy.

4. BACKGROUND

- 4.1 The report is provided at the request of the former Scrutiny Committee and represents the third round of Growth Area Funding allocated by the Department for Communities and Local Government (DCLG) to Peterborough, the GAF3 programme is a series of projects running between 2008/9 and 2010/11 that range in value from £30k to £6m.

5. KEY ISSUES

- 5.1 In September 2008, a revised GAF3 bid was submitted to the Department for Communities and Local Government by Opportunity Peterborough on behalf of the Council. This was a necessary step to confirm funding for 09/10 and 10/11. The bid document was comprehensive, setting out the growth context for the City as well as thirty-one project proposals that together requested a total of £25.3m. The total GAF3 award confirmed following this in December 2008 was £21.5m, broken down across the 2008/9 to 2010/11 period as:

- 2008/9 - £7,819,955
- 2009/10 - £6,838,274
- 2010/11 - £6,847,559

- 5.2 Importantly, whilst the 2008/9 money had been received, the remaining figures were indicative. On the 15 June 2009, the 2009/10 figure was confirmed, but on the 17 July 2009, DCLG wrote to all GAF3 accountable bodies informing them of proposed reductions to the 2010/11 figure. For Peterborough, this meant that the 2010/11 allocation would be £3,866,918 – a loss of £2,980,641, or about 43.5% for the year. The total GAF3 allocation would therefore drop from £21.5m to £18.5m. The programme was therefore revised to ensure that it would not become overspent and so that changes the original bid were taken into account.

5.3 The current GAF3 programme is in the table below, including the total capital and revenue allocations as well as the amounts of these spent to date. Brief background on each project is then provided; this is intentionally very high-level and is intended to provide outline context only. More information can be obtained on each project from the key contact listed, if desired.

Project	Status	Capital allocation	Revenue allocation	Capital Spent	Revenue Spent
Junction 8 Access	In delivery	£4.75m	-		
Public realm works phase 1	In delivery	£4m	-		
Junction 20 Upgrade Study	Phase 1 complete, phase 2 not yet in progress	£125k	-		
Bourges Boulevard Design	In delivery	£150k	-		
Intelligent Transport System	In delivery	£580k	£20k		
Water Cycle Study	In delivery	-	£35k		
LTTS and Park & Ride Feasibility	In delivery	£50k	£100k		
South Bank Eco Settlement	In delivery	£100k	£75k		
Stanground Bypass	Completed	£1.01m	-		
London Road 4 th Arm	Completed	£750k	-		
Hampton Joint Service Centre	In delivery	£2m	-		
Green linkages	In delivery	£240k	-		
John Clare county restoration	In delivery	£156k	£18k		
Green grid explorer	In delivery	£70k	-		
Green grid officers	In delivery	£150k	£36k		
Green quarter co-ordinator	In delivery	£70k	-		
Station quarter co-ordinator	In delivery	£60k	-		
Arena feasibility study	Not yet in progress	-	£30k		
Cultural gap analysis	In progress	-	£30k		
University business school	Not yet in progress	£1.5m	-		
<i>Environmental project allocation</i>	Not yet in progress	£250k	-		
South Bank and City West Regeneration	Reports to OP Board & PCC Cabinet Autumn 2009	£2.178m			
TOTALS		£18.189m	£344k	£	£

Junction 8 Access (Key Contact – Barry Kirk)

Junction 8 is in the north-east of Peterborough, at the intersection of the A1139 and A15 Paston Parkway. The project was designed to alleviate existing significant congestion at the junction during peak times, whilst building capacity to support future developments near to the junction, such as Paston Reserve. The need for future capacity was identified as a requirement within the Integrated Growth Strategy.

Public Realm Works Phase 1 (Key contact – Andrew Edwards)

Following the Public Realm Strategy published by Opportunity Peterborough in May 2008, this project takes forward works necessary for the redevelopment and creation of a vibrant city centre. Improvements to the public realm are expected to deliver a range of benefits, including improved evening footfall through Cathedral Square, better access to the Guildhall, St John's Church and various shop frontages, and perception improvements about the City Centre's safety.

Junction 20 Upgrade Study (Key Contact – Barry Kirk)

Junction 20 is in the north-east of the City at the intersection of the A47 and the A15 Paston Parkway. Congestion on this junction is expected to increase significantly as result of several factors, including the completion of the A1073 Improvement Scheme and the Paston Reserve housing site. This project will complete detailed study and designs that will enable the junction to be signalised in the future to alleviate these potential issues. Phase 1 of the scheme involved some future proofing of the junction undertaken during recent improvement works using GAF funding.

Bourges Boulevard Design

To develop a scheme to improve accessibility for sustainable transport on Bourges Boulevard.

Intelligent Transport System (Key Contact – Peter Tebb)

Part funded from the Local Transport Plan, the ITS was identified within the City Centre Framework Transport Report as providing the platform for and subsequent management of future growth. The project includes a variety deliverables to improve or / and sustain traffic flows through the City, such as urban traffic management and control, bus priority measures, and incident control systems.

Water Cycle Study (Key Contact – Simon Pickstone)

To help prevent limitations to future growth, this project provides an assessment of the environment and infrastructure capacity for water supply, sewage disposal, flood risk management, and surface water drainage. The project is part funded from GAF, with the remainder being made up of funding from PCC and the Environment Agency.

Long Term Transport Strategy and Park and Ride Feasibility

To produce a Long Term Transport Strategy for Peterborough to deliver the growth agenda and form the basis of the development of the third Peterborough Local Transport Plan. To also take forward the development of a Park and Ride site.

South Bank Eco Settlement (Key Contact – Phil Harker)

This project is to help bring forward work on the South Bank Eco Settlement, helping ensure developer interest and delivery of a potential 1,100 unit housing site in the City Centre area.

Stanground Bypass (Key Contact – Barry Kirk)

The project was to pay for an upgrade to the Stanground Bypass's construction so that it would be able to accommodate greater levels of traffic than at present, supporting future developments without necessitating future develops to reconstruct the road.

London Road 4th Arm (Key Contact – Richard Cranwell)

This project upgrades the junction of London Road and Oundle Road. As the only major route into the City Centre from the South, it is already heavily trafficked and congestion and delays were increasingly likely as City growth was realised. Previous upgrades funded from GAF2 have improved vehicular capacity and flow, and these latest modifications build on these to provide a fourth arm access to the help unlock the South Bank development site.

Hampton Joint Service Centre (Key Contact – Fiona O'Mahoney)

This is intended to deliver one thousand square metres of medical space, to be leased by the PCT, and two thousand square metres of sports and cultural space, including six hundred square metres for a library. Other facilities will include a four-court badminton area, a gym, and a multifunction room.

Green linkages (Key Contact – James Fisher)

This project implements improvements to the Green Wheel cycle network, enhancing surfacing, signage and interpretation, as well as identifying areas along the route that would benefit from landscape and biodiversity improvements.

John Clare county restoration (Key Contact – James Fisher)

This project will increase the levels of accessible green open space and wildlife habitats in an area identified through the Green Grid Strategy where this is inadequate.

Green grid Explorer (Key contact- James Fisher)

The project is designed to improve access to information, encouraging greater use of the City's Rights of Way network, parks, and open spaces. This involves interactive mapping and other web-based technologies that will be increasingly available through 'smart-phones'.

Green grid officers (Key Contact – James Fisher)

This provides the project management and leadership to deliver the John Clare County Restoration and Green Grid Explorer, as well as encouraging community use of these and other green assets.

Green quarter co-ordinator (Key Contact – Steve Bowyer)

Funding a two year resource, this aims to bring forward "high quality, environmentally sustainable commercial buildings in the area close to the railway station". A mixed use development, it would primarily be office space and would be delivered to the BREEEAM Excellent standard as a minimum.

Station quarter co-ordinator (Key Contact – Steve Bowyer)

Funding a two year resource, this aims to bring forward a 22 hectare development of land around the railway station, including 500,000 square metres of office space and 800 homes.

Arena feasibility study (Key Contact – Steve Bowyer)

A new multifunctional arena has been discussed as a desirable project for Peterborough for some time, but there has been a lack of detail and clarity about exactly what this would look like, how it would operate, and where it would be located. This project will address these factors.

Cultural gap analysis (Key Contact – Steve Bowyer)

This analysis will look at all areas of cultural provision in the city, identify catchment area capacity and audience and compare Peterborough against other cities of a similar size and demographic. From this, it will make recommendations about where interventions can be put in place to deliver improvements in the most effective way.

University business school (Key Contact – Shahin Ismail)

The plans for Peterborough's university status involve the creation of a series of higher education centres across the city, each with different specialism and focussing on a different market segment. This project was designed to support the establishment of the business school centre, intended to be located at the Lynchwood Business Park. The centre would offer a range of programmes, training provision and consultancy services, with qualifications awarded at all levels including degree, masters and doctorate.

Environmental project allocation (Key Contact – Shahin Ismail)

Peterborough has clear environmental ambitions that were supported by a number of GAF3 projects. Changing circumstances have resulted in some of the projects not proceeding, which has arguably had a negative reputational impact. To demonstrably support the city's Environment Capital aspirations, £250k of capital funding has been set aside until the end of October 2009 and made available for project bids. These project bids will need to pass PCC's Governance Board to be accepted, and will need to demonstrate that:

- There is direct support for the city's growth agenda in the project, and
- The project will support and directly contribute to our Environment Capital plans, and
- The project is deliverable in its entirety before the end of March 2011

South Bank and City West Regeneration (Key Contact – Shahin Ismail)

PCC's Cabinet in December 2000 and OP's Board in January 2009 agreed to establish new activity arrangements to progress the city centre regeneration progress criteria to activity stage. A report will go the PCC's Cabinet and OP's Board in October to commence this new arrangement. South Bank and City West schemes will be the initial focus.

6. NEXT STEPS

- 6.1 The GAF Programme is being actively managed and monitored through the Council's Project Governance Board, and this will continue until the end of the programme.

7. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

This page is intentionally left blank

SUSTAINABLE GROWTH SCRUTINY COMMITTEE	Agenda Item No. 8
21 SEPTEMBER 2009	Public Report

Report of the Solicitor to the Council

Report Author – Louise Tyers, Scrutiny Manager

Contact Details – (01733) 452284 or email louise.tyers@peterborough.gov.uk

CONTRACTS PROCESS

1. PURPOSE

- 1.1 This report is in response to a request to examine the process undertaken for awarding a number of contracts.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to consider and comment on the process for awarding these contracts and make any recommendations it feels is appropriate.

3. KEY ISSUES

- 3.1 Information has been requested on the process for awarding a number of recent contracts. The contracts are:

- The Paddling Pool in Central Park
- The Bretton Parish Council Office
- The Pavilion/Public Toilets in Bretton Park
- The Aviary in Central Park

- 3.2 Officers have provided information in relation to:

- 1) Were contract details advertised or sent to preferred contractors only?
- 2) Would any enquiry be accompanied by a set of drawings and a detailed specification or would contractor be asked to actually design and build?
- 3) How many quotations were obtained and from whom?
- 4) Are quotations based on a fixed price or bill of quantities?
- 5) If bill of quantities, what are the projected quantities and the final contract price?

The responses to each contract are detailed in Appendix 1.

Eastern Regional Term Maintenance Contract

- 3.3 The individual contracts were awarded under the Eastern Regional Term Maintenance Contract which was let in August 2008. Two contracts were awarded as follows:

Building Maintenance and Installations

L Garfield Builders Ltd
Peterborough City Services
Bull and Company Ltd
Kier Building Services Engineers

Electrical and Mechanical Maintenance and Installations

A G Aylward EMS Ltd

The contracts commenced on 1 September 2008 and will expire on 31 August 2012.

- 3.4 The Council had for a number of years, arrangements in place for its Term Maintenance requirements for Building Maintenance and Installations, Electrical Maintenance and Installations and Mechanical Maintenance and Installations. While the service had been of a good standard and offered value for money, there was a need to re-tender the contracts in order to comply with the European Union Procurement Directive and to review the sourcing strategy. During the consideration of the strategy a change of focus was thought to be appropriate in the best interests of the Council.
- 3.5 The Council had intended to procure as a single party through the EU marketplace. However, an opportunity arose, to enable the Council to work collaboratively with other local authorities to form a Term Maintenance Framework contract for the provision of a range of building, electrical and mechanical maintenance and installation services. While the framework will initially only support the Council's requirements, the Council will be working with other local authorities such as Leicestershire County Council, Leicester City Council and Cambridgeshire County Council to promote the regional contract which other smaller authorities within the East Midlands and Eastern Region Centres of Excellence boundaries may be party to, in order to enable them to benefit from the purchasing power that such framework contracts provides.
- 3.6 The City Council is the lead authority on this framework and other authorities arrange their own contracts within it. As a result of this, the Eastern Region Centre of Excellence awarded a grant to the City Council of £10,000 towards the procurement costs of the joint venture. The Eastern Regional Term Maintenance Framework Contract is for a duration of four years.
- 3.7 Works are apportioned between the appointed Contractors (maximum of 3) on a geographical basis. A threshold of £18,000 has been established for orders valued using the Schedule of Rates. Individual projects over this amount and up to £150,000 are awarded based on the submission of competitive bids by the appointed Contractors only (unless capacity issues with these 3 appointed contractors leads the Council to invite other contractors to bid for such work). This threshold may be increased or decreased at the sole discretion of the Client.

4. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 4.1 None

5. APPENDICES

- 5.1 Appendix 1 - Contract Details

Contracts Process

Contract	Were contract details advertised or sent to preferred contractors only?	Would any enquiry be accompanied by a set of drawings and a detailed specification or would contractor be asked to actually design and build?	How many quotations were obtained and from whom?	Are quotations based on a fixed price or bill of quantities?	If bill of quantities, what are the projected quantities and the final contract price?
The Aviary in Central Park	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract	Verbal specification given to the term contractor to replace like for like.	One quotation – the criteria for one quotation being that the value of the works were under £18,000. The term contractor for Central Park is L Garfield (Builders) Ltd.	Fixed price quotation	N/A
The Pavilion/Public Toilets in Bretton Park	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract	Verbal specification given to the term contractor to form internal partitions, external and internal decorations and floor coverings.	One quotation – the criteria for one quotation being that the value of the works were under £18,000. The term contractor for Bretton Park is L Garfield (Builders) Ltd.	Fixed price quotation	N/A
The Bretton Parish Council Office	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract. The criteria for procuring work from the three term contractors are that the work is between £18,000 and £150,000. It was felt that this work could be regarded as over and above the term contract therefore a further two	Enquiry was accompanied by drawings and schedule of works.	The quotation procedure was in accordance with Contract Regulations. Five quotations were received from: <ul style="list-style-type: none"> • L Garfield Builders • Peterborough City Services • Frederick F Smith • Bull and Co. • Mears Group 	Fixed price quotation	N/A

Contract	Were contract details advertised or sent to preferred contractors only?	Would any enquiry be accompanied by a set of drawings and a detailed specification or would contractor be asked to actually design and build?	How many quotations were obtained and from whom?	Are quotations based on a fixed price or bill of quantities?	If bill of quantities, what are the projected quantities and the final contract price?
	<p>contractors were added to comply with Contract Regulations.</p> <p>Frederick F Smith was included since they met the criteria of being on Constructionline and have proved competitive in winning a number of competitively tendered projects in the past.</p> <p>Mears Group was included at the request of a Bretton local councillor.</p>				
The Paddling Pool in Central Park	<p>This was a minor works project undertaken by City Services.</p> <p>There were two specific areas of work; one related to the removal of and replacement of the "pacelite blue surface". The other work was more specialised work consisting of the supply and fix of a "mesh "270 using a Sikatop 107 adhesive over an area of cracked concrete".</p>	In view of the estimated cost of each area of work a quotation was obtained from a company specializing in this work.	The quotation was received from Tiling and Pool Projects (UK) Ltd	Fixed price quotation	N/A

Contracts Process

Contract	Were contract details advertised or sent to preferred contractors only?	Would any enquiry be accompanied by a set of drawings and a detailed specification or would contractor be asked to actually design and build?	How many quotations were obtained and from whom?	Are quotations based on a fixed price or bill of quantities?	If bill of quantities, what are the projected quantities and the final contract price?
The Aviary in Central Park	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract	Verbal specification given to the term contractor to replace like for like.	One quotation – the criteria for one quotation being that the value of the works were under £18,000. The term contractor for Central Park is L Garfield (Builders) Ltd.	Fixed price quotation	N/A
The Pavilion/Public Toilets in Bretton Park	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract	Verbal specification given to the term contractor to form internal partitions, external and internal decorations and floor coverings.	One quotation – the criteria for one quotation being that the value of the works were under £18,000. The term contractor for Bretton Park is L Garfield (Builders) Ltd.	Fixed price quotation	N/A
The Bretton Parish Council Office	Enquiry made with 'preferred contractor', the contractor awarded the Eastern Regional Term Maintenance Contract. The criteria for procuring work from the three term contractors are that the work is between £18,000 and £150,000. It was felt that this work could be regarded as over and above the term contract therefore a further two	Enquiry was accompanied by drawings and schedule of works.	The quotation procedure was in accordance with Contract Regulations. Five quotations were received from: <ul style="list-style-type: none"> • L Garfield Builders • Peterborough City Services • Frederick F Smith • Bull and Co. • Mears Group 	Fixed price quotation	N/A

Contract	Were contract details advertised or sent to preferred contractors only?	Would any enquiry be accompanied by a set of drawings and a detailed specification or would contractor be asked to actually design and build?	How many quotations were obtained and from whom?	Are quotations based on a fixed price or bill of quantities?	If bill of quantities, what are the projected quantities and the final contract price?
	<p>contractors were added to comply with Contract Regulations.</p> <p>Frederick F Smith was included since they met the criteria of being on Constructionline and have proved competitive in winning a number of competitively tendered projects in the past.</p> <p>Mears Group was included at the request of a Bretton local councillor.</p>				
The Paddling Pool in Central Park	<p>This was a minor works project undertaken by City Services.</p> <p>There were two specific areas of work; one related to the removal of and replacement of the "pacelite blue surface". The other work was more specialised work consisting of the supply and fix of a "mesh "270 using a Sikatop 107 adhesive over an area of cracked concrete".</p>	In view of the estimated cost of each area of work a quotation was obtained from a company specializing in this work.	The quotation was received from Tiling and Pool Projects (UK) Ltd	Fixed price quotation	N/A

SUSTAINABLE GROWTH SCRUTINY COMMITTEE	Agenda Item No. 9
21 SEPTEMBER 2009	Public Report

Report of the Solicitor to the Council

Report Author – Louise Tyers, Scrutiny Manager

Contact Details – 01733 452284 or email louise.tyers@peterborough.gov.uk

FORWARD PLAN – SEPTEMBER TO DECEMBER 2009

1. PURPOSE

- 1.1 This is a regular report to the Sustainable Growth Scrutiny Committee outlining the content of the Council's Forward Plan.

2. RECOMMENDATIONS

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

3. BACKGROUND

- 3.1 The latest version of the Forward Plan is attached at Appendix 1. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The information in the Forward Plan provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 A new version of the Forward Plan will be issued on 17 September 2009 and copies will be tabled at the meeting.

4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

6. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

This page is intentionally left blank

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN

1 SEPTEMBER 2009 TO 31 DECEMBER 2009

FORWARD PLAN OF KEY DECISIONS – 1 SEPTEMBER 2009 TO 31 DECEMBER 2009

During the period from 1 September 2009 to 31 December 2009 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Lindsay Tomlinson, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to lindsay.tomlinson@peterborough.gov.uk or by telephone on 01733 452238.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: www.peterborough.gov.uk. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Senior Governance Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

NEW ITEMS THIS MONTH:

- Section 75 Pooled funding arrangements for substance misuse services.
- Budget 2010/11 and Medium Term Financial Plan to 2012/13
- Council Tax Base
- Partnership Agreement between the City Council and the Primary Care Trust for the Provision of Adult Social Care
- Lot 1 : Energy from Waste Facility, Lot 2: Materials Recycling Facility and Lot 3 Operational Services
- Peterborough City Services
- Peterborough Crematorium – Mercury Abatement

SEPTEMBER – KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Section 75 Pooled funding arrangements for substance misuse services. Variation to the existing partnership agreement under the National Health Act 2006 to pool funding from NHS Peterborough and PCC to commission drugs services. The variation takes into account the slight changes to governance and structure of the former Drug and Alcohol Action Team, now part of the Safer Peterborough Partnership, and additional funding made available to NHS Peterborough for integrated drug treatment within HMP Peterborough.</p>	<p>September 2009</p>	<p>Leader of the Council</p>	<p>Commission for Health Issues</p>	<p>Internal stakeholders as appropriate</p>	<p>Karen Kibblewhite Community Safety & Substance Misuse Manager, Tel. 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>

<p>Arthur Mellows Village College Gym and Innovation Centre Authority to award the contract for the construction of the gym and innovation centre at AMVC</p>	<p>September 2009</p>	<p>Leader of the Council, Councillor Cereste</p>	<p>Creating Opportunities & Tackling Inequalities</p>	<p>Ward councillors and relevant stakeholders</p>	<p>Isabel Clark Planning and Development Manager Tel: 01733 863914 isabel.clark@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>
<p>Lot 1 : Energy from Waste Facility, Lot 2: Materials Recycling Facility and Lot 3 Operational Services : To approve the shortlist of bidders in respect of the individual and combined lots to take forward to competitive dialogue; to approve the methodology for further reducing the number of bidders during the competitive dialogue and tender stages, to approve any other matters as these stages develop to ensure smooth running of the procurement process.</p>	<p>September 2009</p>	<p>Deputy Leader of the Council, Councillor Lee</p>	<p>Environment Capital</p>	<p>Consultation will take place with relevant stakeholders, internal departments and other Cabinet Members as appropriate</p>	<p>Margaret Welton Principal Lawyer (Special Projects/Waste 2020 Programme), Tel. 01733 452226 Margaret.welton@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>
<p>Joint Service Centre at Hampton To commence the procurement process for a design and build contract for the provision of new leisure and library facilities at Hampton as part of the joint service centre in partnership with NHS Peterborough.</p>	<p>September 2009</p>	<p>Cabinet Member for Environment Capital and Culture, Councillor Lee</p>	<p>Strong & Supportive Communities</p>	<p>Consultation will take place with the Cabinet Member for Community Services, ward councillors, affected internal divisions within PCC and potential user groups in Hampton.</p>	<p>Fiona O'Mahony Project Director JSC Hampton Tel: 01733 863856 fiona.o'mahony@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>

Peterborough Crematorium – Mercury Abatement – To appoint a contractor for the Works	September 2009	Cabinet Member for Environment Capital and Culture, Councillor Lee	Environment Capital	Internal stakeholders as appropriate	Jon Marsden Service Manager (Bereavement & Sports Services) Tel : 01733 863756 Jon.marsden@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
Extension to Woodston Primary School Authority to award the contract for the construction of an extension to Woodston Primary School	September 2009	Cabinet Member for Education, Skills and University, Councillor Holdich	Creating Opportunities & Tackling Inequalities	Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate	Isabel Clark Planning and Development Manager Tel: 01733 863914 isabel.clark@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
Extension to Hampton Hargate School Authority to award the contract for the construction of an extension to Hampton Hargate Primary School	September 2009	Cabinet Member for Education, Skills and University, Councillor Holdich	Creating Opportunities & Tackling Inequalities	Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate	Isabel Clark Planning and Development Manager Tel: 01733 863914 isabel.clark@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
Debt Collection To give authority to award the contract for the authority's debt collection	September 2009	Cabinet Member for Resources, Councillor Seaton	Environment Capital	Consultation will be undertaken with relevant departments.	Helen Edwards Solicitor to the Council Tel: 01733 452539 helen.edwards@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made

Midland Highway Alliance - Junction 8 Roundabout Improvements and Welland Road Traffic Mitigation Projects To appoint a contractor for the works	September 2009	Cabinet Member for Neighbourhood, Housing and Community Development, Councillor Hiller	Environment Capital	Internal stakeholders as appropriate	Stuart Mounfield Senior Engineer Tel: 01733 453598 stuart.mounfield@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
---	----------------	---	---------------------	--------------------------------------	--	---

OCTOBER – KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
Older People's Accommodation Strategy To agree the next phase of implementation of the Older People's Accommodation Strategy	October 2009	Cabinet	Commission for Health Issues	Consultation will be undertaken with relevant stakeholders as appropriate	Denise Radley Director of Adult Social Services and Performance Tel: 01733 758444 denise.radley@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
Budget and Financial Strategy Consideration of the Council's budget and financial strategy, including provisional cash limits for the forthcoming year and its medium term financial plan.	October 2009	Cabinet	Environment Capital	Internal and external stakeholders as appropriate.	Stephen Pilsworth Head of Strategic Finance Tel: 01733 384564	Public Report will be available from the Governance Team one week before the decision is made
Peterborough City Services : To endorse and agree the principles for taking Peterborough City Services forward	October 2009	Cabinet	Sustainable Growth	Consultation will be undertaken with relevant stakeholders as appropriate	Ben Ticehurst, Deputy Chief Executive Tel: 01733 452303 Ben.ticehurst@peterborough.gov.uk	Public Report will be available from the Governance Team one week before the decision is made

<p>Integrated Development Programme To set out priorities for infrastructure provision to facilitate growth and regeneration of the city.</p>	<p>October 2009</p>	<p>Cabinet Member for Strategic Planning, Growth & Human Resources, Councillor Croft</p>	<p>Sustainable Growth</p>	<p>Relevant stakeholders as appropriate</p>	<p>Shahin Ismail Head of Delivery Tel: 01733 452484 shahin.ismail@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made</p>
<p>Stationery Contract Authorisation to award the contract for stationery to the successful supplier following the procurement exercise</p>	<p>October 2009</p>	<p>Cabinet Member for Resources, Councillor Seaton</p>	<p>Sustainable Growth</p>	<p>Consultation will be undertaken with Heads of Service and other users of the contract</p>	<p>Lisa Osborne Category Manager Tel: 01733 452276 lisa.osborne@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>
<p>Furniture Contract Authorisation to award the contract for furniture to the successful supplier following the procurement exercise</p>	<p>October 2009</p>	<p>Cabinet Member for Resources, Councillor Seaton</p>	<p>Sustainable Growth</p>	<p>Consultation will be undertaken with Heads of Service and other users of the contract</p>	<p>Lisa Osborne Category Manager Tel: 01733 452276 lisa.osborne@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>

NOVEMBER - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
------------------------------	-------------------------	-----------------------	------------------------------------	---------------------	---	----------------

There are currently no decisions scheduled for November

DECEMBER – KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Budget 2010/11 and Medium Term Financial Plan to 2012/13 Draft budget for 2010/11 and Medium Term Financial Strategy to 2012/13 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Asset Management Plan and Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust.</p>	December 2009	Cabinet	Environment Capital	Report forms the basis of consultation with stakeholders, prior to further consideration by Cabinet in February 2010 and subsequent endorsement at full Council.	Stephen Pilsworth Head of Strategic Finance Tel: 01733 384564	Public report will be available from the Governance Team one week before the decision is made
<p>Council Tax Base To agree the calculation of the council tax base for 2010/11</p>	December 2009	Cabinet	Environment Capital	Internal advice has been received from Finance and Legal Services. No formal consultation will take place regarding proposals	Stephen Pilsworth Head of Strategic Finance Tel: 01733 384564	Public report will be available from the Governance Team one week before the decision is made

<p>Partnership Agreement between the City Council and the Primary Care Trust for the Provision of Adult Social Care To approve the new partnership agreement between the city council and the primary care trust</p>	<p>December 2009</p>	<p>Cabinet</p>	<p>Commission for Health Issues</p>	<p>All relevant stakeholders as appropriate</p>	<p>Denise Radley Director of Adult Social Services and Performance Tel: 01733 758444 denise.radley@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made</p>
---	----------------------	-----------------------	-------------------------------------	---	---	--

CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG

Communications
Strategic Growth and Development Services
Legal and Democratic Services
Human Resources
Policy and Research
Performance and Programme Management
Economic and Community Regeneration
Housing Strategy
Drug Intervention Programme and Drug and Alcohol Team

CITY SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG

Property Services
Building & Maintenance
Streetscene and Facilities
Finance and Support Services

STRATEGIC RESOURCES DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Finance
Internal Audit
Information Communications Technology (ICT)
Business Transformation
Strategic Property
Customer Services

CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB

Family and Communities
Commissioning and Performance
Learning and Skills
Resources

OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB

Planning Services

Building Control Services

Environmental and Public Protection

Cultural Services

Transport and Engineering Services

Emergency Planning

Occupational Health

City Centre Services

This page is intentionally left blank

**SUSTAINABLE GROWTH SCRUTINY COMMITTEE
WORK PROGRAMME 2009/10**

Meeting Date	Item	Progress
20 July 2009 (Papers to be despatched on 10 July)	Disposal of Land and Assets To consider and comment on the Council's policy when disposing of land and assets. Contact Officer: Andrew Edwards	Recommendations made to the Cabinet Member for Resources and Executive Director of Strategic Resources – response reported to September meeting.
	Reconstitution of Working Groups To agree to the reconstitution of a number of working groups. Contact Officer: Louise Tyers	Working groups reconstituted.
21 September 2009 (Papers to be despatched on 11 Sept)	Peterborough City Services To provide a briefing for Members on the progress in respect of PCS Operational Services. Contact Officer: Mike Heath	
	Growth Area Funding To consider the GAF programme and the proposals for future expenditure. Contact Officer: Shahin Ismail/Howard Bright	
	Contracts Process To examine the process undertaken for awarding a number of contracts. Contact Officer: Louise Tyers	

Meeting Date	Item	Progress
16 November 2009 (Papers to be despatched on 6 Nov)	Peterborough City Services To consider the future arrangements for the PCS and what the implications are for the City Council. Contact Officer: Mike Heath	
	Planning Obligations Implementation Scheme Supplementary Planning Document To consider and comment on the draft Supplementary Planning Document. Contact Officer: Barry Fagg	
	S106 Business Report To consider and comment on the S106 Business Report. Contact Officer: Paul Smith	
	Progress on Delivery of the LAA Priority 2009/10 To consider and comment on the progress of the delivery of the priority of truly sustainable growth. Contact Officer: Steve Compton	
18 January 2010 (Papers to be despatched on 8 Jan)	The Big Debate – The Effects of the Economic Downturn To address the question ‘Has the economic downturn had an impact on the plans for the growth of Peterborough?’ Contact Officer: Louise Tyers	

Meeting Date	Item	Progress
15 March 2010 (Papers to be despatched on 5 March)	Progress on Delivery of the LAA Priority 2009/10 To consider and comment on the progress of the delivery of the priority of truly sustainable growth. Contact Officer: Steve Compton	

TO BE SCHEDULED

- Annual Complaints Report 2008/09

This page is intentionally left blank